

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE		PAGE OF PAGES	
2. AMENDMENT/MODIFICATION NO. Two (2)		3. EFFECTIVE DATE 11/18/1999		4. REQUISITION/PURCHASE REQ. NO		5. PROJECT NO. (If applicable) 938-0500
6. ISSUED BY U.S. Agency for International Development Bureau for Humanitarian Response Office of Private and Voluntary Cooperation Washington, D.c. 20523-7600		CODE		7. ADMINISTERED BY (IF OTHER THAN ITEM 6)		CODE
				Same as Block 6		
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State, and Zip Code)				<input checked="" type="checkbox"/>		
				9A. AMENDMENT OF SOLICITATION NO. M/OP-0-003 (938-2000-A-0500-16)		
				9B. DATED (SEE ITEM 11)		
				<input type="checkbox"/>		
				10A. MODIFICATION OF CONTRACT/ORDER NO.		
CODE:		FACILITY CODE:		10B. DATED (SEE ITEM 11)		
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS						
<input checked="" type="checkbox"/> The above numbered, solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended <input checked="" type="checkbox"/> is not extended.						
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods:						
(a) By completing Items 8 and 15, and returning copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers, FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.						
12. ACCOUNTING AND APPROPRIATION DATA (If Required) N/A						
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO., AS DESCRIBED IN ITEM 14						
<input type="checkbox"/> A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify Authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.						
<input type="checkbox"/> B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43,103 (b).						
<input type="checkbox"/> C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:						
<input checked="" type="checkbox"/> D. OTHER (Specify type of modification and authority) This modification is entered into pursuant to the authority of Foreign Assistance Act of 1961, as amended.						
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is NOT <input type="checkbox"/> is required to sign this document and return copies to the issuing office.						
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible. The purpose of this amendment is: 1) to change RFA cover letter page 2, para 2, application due date from "DECEMBER 3, 1999" to "DECEMBER 6, 1999"; 2) to change "Section II, Parts B-C of this RFA" in Section II, A. Para 2, line 5, to read "Section II. Part B of this RFA"; 3) to replace Standard Form 424A (ANNEX A) with the corrected Standard Form 424A, attached; and 4) to incorporate BHR/PVC PVO Child Survival Grants Program FY 2000 RFA Questions and Answers, attached, as Annex I.						
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.						
15A. NAME AND TITLE OF SIGNER N/A			16A. NAME AND TITLE OF CONTRACTING OFFICER Ellen R. Wills, M/OP/A/FAO			
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)		15C. DATE SIGNED	16B. UNITED STATES OF AMERICA (Signature of Contracting Officer)		16C. DATE SIGNED	

INSTRUCTIONS

Instructions for items other than those that are self-explanatory, are as follows:

(a) Item 1 (Contract ID Code). Insert the contract type identification code that appears in the title block of the contract being modified.

Item 3 (Effective date)

- (1) For a solicitation amendment, change order, or administrative change, the effective date shall be the issue date of the amendment, change order, or administrative change.
- (2) For a supplemental agreement, the effective date shall be the date agreed to by the contracting parties.
- (3) For a modification issued as an initial or confirming notice of termination for the convenience of the Government, the effective date and the modification number of the confirming notice shall be the same as the effective date and modification number of the initial notice.
- (4) For a modification converting a termination for default to a termination for the convenience of the Government, the effective date shall be the same as the effective date of the termination for default.
- (5) For a modification confirming the contacting officer’s determination of the amount due in settlement of a contract termination, the effective date shall be the same as the effective date of the initial decision.

Item 6 (Issued By). Insert the name and address of the issuing office. If applicable, insert the appropriate issuing office code in the code block.

Item 8 (Name and Address of Contractor). For modifications to a contract or order, enter the contractor’s name, address, and code as shown in the original contract or order, unless changed by this or a previous modification.

Item 9. (Amendment of Solicitation No. – Dated) and 10. (Modification of Contract/Order No.-Dated). Check the appropriate box and in the corresponding blanks insert the Number and date of the original solicitation, contract, or order.

Item 12 (Accounting and Appropriation Date). When appropriate, indicate the impact of the modification on each affected accounting classification by inserting one of the following entries.

- (1) Accounting classification.....
Net Increase \$.....
- (2) Accounting classification
Net Decrease \$.....

NOTE: If there are changes to multiple accounting classifications that cannot be placed in block 12, insert an asterisk and the words “See continuation sheet.”

Item 13. Check the appropriate box to indicate the type of modification. Insert in the corresponding blank the authority under which the modification is issued. Check whether or not contractor must sign this document. (See FAR 43.103).

Item 14 (Description of Amendment/Modification).

(1) Organize amendments or modifications under the appropriate Uniform Contract Format (UCF) section headings from the applicable solicitation or contract. The UCF table of contents, however, shall not be set forth in this document.

(2) Indicate the impact of the modification on the overall total contract price by inserting one of the following entries:

- (i) Total contract price increased by \$.....
- (ii) Total contract price decreased by \$.....
- (iii) Total contract price unchanged.

(3) State reason for modification.

(4) When removing, reinstating, or adding funds, identify the contract items and accounting classifications.

(5) When the SF 30 is used to reflect a determination by the contracting officer of the amount due in settlement of a contract terminated for the convenience of the Government, the entry in Item 14 of the modification may be limited –

- (i) A reference to the letter determination; and
- (ii) A statement of the net amount determined to be due in settlement of the contract.

(6) Include subject matter or short title of solicitation/contract where feasible.

Item 16B. The contracting officer’s signature is not required on solicitation amendments. The contracting officer’s signature is normally affixed last on supplemental agreements.

QUESTIONS / ANSWERS**FY-2000 RFA
BHR/PVC PVO CHILD SURVIVAL GRANTS PROGRAM**

- 1. Q. How has PVC's funding changed over the past five years and discuss current breakdowns (amount for CA's, for PVOs etc.) ?**

A. Over the past 5 years, total funding for the PVO CS Grants Program has been \$15-17 million; the amount available for new programs \$12-14 million; mortgages \$2-5 million; networking <\$500,000; and technical assistance \$1.5 million.
- 2. Q Is it imperative that the key personnel responsible for technically backstopping the program be resident in the U.S. HQ office ? Can that person/people operate from an international HQ office subordinate to the US Office?**

A. The principal technical backstop for the PVO U.S. HQ cannot, in general, operate from an office outside the U.S. The placement of a competent public health professional in the U.S. HQ has been very important to this program. This program has helped develop the capability of U.S.-based PVOs, they have become the strong organizations with innovative approaches because they have high caliber staff.
- 3. Q. We are considering a CS project in a very under-served area lacking NGOs or government services. Would the establishment of a new local NGO be an approach that would meet the partnership requirement ?**

A. The applicant must have an agreement with a local organization. If you choose to develop an NGO during the life of the program as one objective, you must justify this as the best possible approach.
- 4. Q. How do we factor in costs of tapping into SDS, GEM etc. or other source of technical assistance?**

A. Include in your budget all costs for technical assistance and training that will

5. **Q. Can PVO Budget for other PVO's assistance for technical intervention in country ?**
- A. Yes
6. **Q. What is the acceptable budget line for infrastructure ?**
- A. Please refer to the RFA Section II.B. The budget must reflect the program proposed. In general, this program does not cover infrastructure costs.
7. **Q. How much can be moved between budget line items (percentage) or between HQ and field portions of budgets ?**
- A. Please refer to 22 CFR 226.25, Revision of Budget – MOD. It is important to develop an accurate budget for application, that will require little, if any, modification during the program implementation. Please read carefully the section of the RFA that describes the budget.
8. **Q. What level of detail is expected in the budget narrative, program design and the performance monitoring and evaluation sections of the Entry Programs when the 1st year is dedicated to in-depth assessment and analysis?**
- A. The budget should reflect the program activities as planned, and the design and monitoring and evaluation sections should demonstrate strong understanding of the issues and basic knowledge of these program elements.
9. **Q. What does “Special Request” mean (Section II, B.2. Para 9) ?**
- A. Please read the paragraph that follows that line. Occasionally, the CSGP is asked to estimate budget needs for specific interventions to be used in the Agency budget, and possibly for additional funds.
10. **Q. Can match money come from other program areas (example, Eye Care) ?**
- A. The funds for the cost-share must be non-Federal funds and must be applied to activities that are consistent with and contribute to program objectives. See RFA Section II, B.2. Para 5, PVO Cost Share (22CFR 226.23), must directly contribute to program objectives.

11. Q. **If 2 PVOs have a CS grant, can the cost-share be combined from the 2 PVOs in any proportion?**
- A. The recipient is ultimately responsible for meeting the cost-share. Please present your proposal for doing so. Please refer to 22 CFR 226.23 for further guidance. USAID will make only one award to only one recipient with any number of sub-agreements. Please read Section I, B.7.b., last paragraph of the RFA.
12. Q. **Can a Child Survival grant be given to 2 or more PVOs ?**
- A. Yes, there may be more than one PVO involved in program implementation, but there will be only one recipient. There may be several sub-recipients.
13. Q. **Section I, B.5, a.(3) (page 12 of RFA). A PVO must “contribute, from its non-U.S. Government resources at least 25% of the total cost of the proposed program (for PVOs proposing a program in a country where they have been funded for two or more funding cycles, including non-consecutive cycles, a 50% cost-share is required”. Does this mean after 2 or more funding cycles by any USAID monies or just 2 or more child survival grants in country ?**
- A. No. This applies to the BHR/PVC PVO Child Survival Grants Program only.
14. Q. **Does “third cycle” refer to a PVO funded for two or more funding cycles including non-consecutive cycles ?**
- A. Yes. Please read Section I.B.5.a (3). of the RFA.
15. Q. **Can BHR/PVC funds be used to pay for the procurement of insecticide treated bednets ?**
- A. Experts no longer recommend purchase of pretreated nets. The life value of pretreated nets decreases as storage time increases, and pretreatment negates the goal of developing local ability to treat and retreat nets. USAID funds may be used to buy an initial stock of nets, however, USAID will be looking closely at the sustainability of PVO procurement of nets or subsidization of nets. USAID funds may not be used to purchase insecticides.

16. Q. **Are the budget sheets and budget justification inclusive of the 40 page proposal, or exclusive ?**
- A. Exclusive, 40 pages applies to part II C only, not B-C as stated on Section II, A. Para 2.
17. Q. **The RFA requests info on M&E and management in varying sections, some of this is overlapping; how do you want this duplicative info handled in the application/proposal ?**
- A. Pg. 19, Section II. A, paragraph 3 of the RFA states that you may cross reference information that seems repetitive.
18. Q. **For “third cycle” applicants, does the 25 page limit on annexes apply ? It appears that third cycle applicants are required to annex the latest evaluation (Pg. 30).**
- A. Please refer to Section II A, paragraph 2 of the RFA.
19. Q **Do the 8 pages of the certificates and Assurances contribute to the 25 page annex total ?**
- A. No. These are requirements of the Office of Procurement.
20. Q. **Page 26 state, “list all previous USAID centrally-funded child survival past performance”. Do you require all CS projects since 1985 ?**
- A. Yes.
21. Q. **What about a follow-on grant that is in an entirely new area/district in that country. It is like doing a brand new project. We usually have work in the exact same area beyond the first 4-year grant. Usually second projects can actually be bigger because you have experienced, trained staff. They always want to do more.**
- A. Not a follow-on. A follow-on further develops the existing activities. Please refer to Section I.B.7.c.
22. Q. **Do follow-on proposals use the same format as the other CS proposals?**
- A. Yes.

23. Q. Does the 12-point font size restriction hold for tables and footnotes ?
- A. Tables must be legible without a magnifying glass. Budget tables must be 10 CPI.
24. Q. Is BHR/PVC updating or still proposing a list of “Key Indicators” to include a baselines/midterm/final evaluations to monitor the progress of the project ?
- A. BHR/PVC has not used this list or recommended specific indicators for 4 years, mainly because PVOs often used indicators that were inappropriate for their specific program. Please be guided by internationally accepted or national indicators with adaptations that reflect your program and your activities.
25. Q. Will you accept biodata summaries in lieu of full CVs in the annex ?
- A. Full CVs are not required, but the information submitted must be sufficient to determine qualifications of key personnel in terms of training and experience.
26. Q. Are there a minimum number of beneficiaries necessary ?
- A. No. But we do look for the greatest impact for the money.
27. Q. Does USAID accept smaller groups with sites and experience on the ground ?
- A. Applicants must be registered U.S. PVOs that meet the eligibility requirements
28. Q. Is there on-going assistance in filling out applications ?
- A. No.
29. Q. How does a group begin? Is mentoring an option for getting started ? How do we find out more and who ?

- A. Mentoring is a good option for organizations new to this program. Please read Section I. B.7.a. and d. pg. 17, of RFA, and the list in Annex E. and F, and determine what is best for your organization.
30. Q. **Do you recommend funding a consultant to help in writing/editing the application if no one in the current staff has AID experience? Any recommendations / List of resources?**
- A. USAID does not prescribe or recommend how PVOs design their programs or prepare their applications. Successful applicants have followed a wide range of practices from using only PVO staff to using consultants to review completed documents.
31. Q. **Are copies of past proposals available for reviewing ?**
- A. No. Not from USAID. These documents are proprietary to the applicants. An organization may approach another organization for a copy; however, the other organization may choose not to share copies.
32. Q. **Where does parasite infestation in children fall within program areas ?**
- A. In current programs, this problem may be addressed under different program interventions; nutrition, breastfeeding, diarrhea, malaria, etc.
33. Q. **Re: Program Restrictions (RFA Pg. 11, B.4.) “Curative Care in Hospitals” Our organization sends medical teams into undeveloped countries to perform pediatric cardiovascular surgery on the 1% of children born with congenital heart disease, and we simultaneously educate and train medical personnel in those countries to carry on after we leave. Does the fact we must perform this open-heart surgery in a hospital automatically preclude us from grant eligibility ?**
- A. Yes. This program addresses the major causes of child mortality, through community and district programs. Please re-read the RFA.
34. Q. **Can a PVO have/develop partnerships for specific technical interventions in country ?**
- A. Yes. Explain your approach in the application.

35. Q. **Is there technical support available to better understand these expectations for PVOs new to CS ?**
- A. Successful and unsuccessful applicants will be fully briefed on the strengths and weaknesses of their applications and how to improve them. If the RFA is a mystery to a PVO, it should seek clarification after the competitive process.
36. Q. **Does a PVO that never submitted/received a CS grant have the right to directly submit a New Program application or does it have to undertake only an Entry Program ?**
- A. A PVO new to the CS program may submit an application for a New, Entry or Mentoring agreement. Please refer to RFA Section C.5. The New Program category is highly competitive.
37. Q. **Does the RFA require that all sections of the applications be described in detail even for Entry Programs ?**
- A. Yes, to the best of your ability. Entry Programs are scored differently and only compete with other Entry Programs.
38. Q. **The Entry program mentions that the DIP is due December 31, 2000. Wouldn't anyone applying December 1999 and receiving the award for September 2000 have submitted their DIP December 2001 ? Are DIP's for entry grants due December 3-4 like CSGP proposals or at the separate date of December 31 ?**
- A. DIPs for Entry Grants awarded in September 2000 will be due December 2001. Please note that an application must be submitted on December 6, 1999.
39. Q. **Can a New Program be for 3 years and up to \$1 million ?**
- A. Yes.
40. Q. **Do you require a document from local government documenting legal authorization or are dates and references sufficient ?**
- A. The PVO must be operational in a country and present an agreement with the host government in the application. Please refer to Section I.B.5.a.(5) of the RFA.

41. Q. **How do the “priority areas” of 100+/1,000 IMR measure against areas over 70/1000, which are stated to receive “additional points” on the country list?**
- A. All countries on the eligible country list are eligible. Please note the program priorities in Section I.B.3.b.1, of the RFA.
42. Q. **Does CSTS have a library of the recommended RFA technical materials and how do we access them ?**
- A. CSTS has a documentation center containing a wide variety of CS materials. The center contains many of the technical reference materials (TRMs), which we can share. For those TRMs we do not have, we will try to help you identify where they can be obtained. Many of the references are available on the internet, for example WHO documents.